



**Langley Research Center
DIRECTIVES MANAGEMENT
TRANSMITTAL SHEET**

LAPD 9050.8

March 7, 2003

MATERIAL TRANSMITTED

LAPD 9050.8, "Use of Langley Research Center Facilities and Grounds for Non-Official Events."

RECISION

LAPD 9050.8, dated October 10, 2001.

SUMMARY

This directive has been revised to update a reference. The change is a minor change. Per LMS-CP-2701, "LaRC Directives Initiation, Review, and Approval," a review and approval cycle is not required.



**LANGLEY
POLICY
DIRECTIVE**

**Directive: LAPD 9050.8
Effective Date: March 7, 2003
Expiration Date: October 10, 2006**

Responsible Office: Office of Director

SUBJECT: Use of Langley Research Center Facilities and Grounds for Non-Official Events

1. POLICY

a. When not being used for official purposes, LaRC facilities and grounds may be used for non-official purposes by outside groups, e.g. On-site LaRC contractors, Boy Scouts, Langley Federal Credit Union, Langley Air Force Base, if it does not interfere with LaRC's mission. The Attachment is a list of facilities primarily affected by this policy. However, this policy applies to all facilities located on LaRC even though not specifically identified in the Attachment. Any question regarding the use of other facilities not set forth in the Attachment will be determined on a case-by-case basis consistent with this policy.

b. The Associate Director for Business Management, or designee, may authorize use of LaRC facilities for non-official purposes by outside groups if:

- (1) The support does not unduly interfere with the performance of official duties;
- (2) The support is clearly in the interest of LaRC or NASA;
- (3) The event is appropriate for LaRC to sponsor, i.e. will not cast LaRC in an unfavorable light;
- (4) LaRC is willing to and able to provide the same level of support to comparable events;
- (5) The support is not prohibited by other statute or regulation.

c. The use of Center facilities is not authorized for any activity:

- (1) Sponsored or conducted by a group for the purpose of practicing or advocating discrimination based on race, color, sex, or national origin;
- (2) Having a partisan political, sectarian, or similar nature or purpose;
- (3) Conducted for profit-making;
- (4) Conducted for fund raising;

- d. Official functions take precedence over all non-official activities.
- e. In implementing this policy, the Center will:
 - (1) Comply with Federal law, Federal regulations, and NASA policy governing use of its facilities and grounds.
 - (2) Not engage in activities that unduly compete with local merchants.

2. APPLICABILITY

This directive is applicable to LaRC.

3. AUTHORITY

- a. 2 U.S.C. 2473(c) Section 203(c) of the National Aeronautics and Space Act of 1958, as amended.

4. REFERENCES

- a. NPD 9050.6F, "NASA Exchange Activities"
- b. LAPD 1680.1, "Access to Langley Research Center"
- c. LAPD 9050.7, "Use of LaRC Facilities and Grounds for Employee Efficiency, Welfare and Morale Purposes"

5. RESPONSIBILITY

- a. Authorized users and sponsors shall:
 - (1) Comply with LaRC policy regarding security requirements and access to the Center (see LAPD 1680.1, "Access to Langley Research Center").
 - (2) Schedule all use of LaRC facilities and grounds with the Office of External Affairs (OEA) in compliance with this policy.
 - (3) Observe rules regarding use of facilities and be responsible for the conduct of all participants.
- b. OEA will schedule and approve use of facilities. OEA will provide information regarding the type of event, expected number of participants, the approximate start time and end time, and other pertinent data about the event to the Office of Security and Environmental Management (OSEM). OEA will coordinate with Office of Chief Counsel (OCC) regarding releases of liability.
- c. OCC will determine whether a release of liability is required for a particular event.

6. DELEGATION OF AUTHORITY

None

7. MEASUREMENTS

None

8. CANCELLATION

October 10, 2001

Jeremiah F. Creedon
Director

Attachment

PRIMARY FACILITIES AFFECTED BY THIS POLICY

1. Reid Conference Center (Facility 1222)
2. Tennis courts, playground, softball and football fields, picnics areas and shelters
3. Executive Conference Center (Facility 1218)
4. Pearl Young Theater (Facility 1202A)
5. Cafeteria (Facility 1213)
6. Langley Fitness Center Gymnasium (Facility 1222B)